



Flathead Conservation District
133 Interstate Lane, Kalispell, MT 59901
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Web site: www.flatheadcd.org

CALL TO ORDER & ATTENDANCE

Chairman Ronald Buentemeier called the meeting to order at 7:00 P.M. in the conference room.

Board members present: Ronald Buentemeier, Chairman; Camisha Sawtelle, Secretary/Treasurer; Dean Sirucek, Supervisor; John Ellis, Supervisor; Mark Siderius, Supervisor; Verdell Jackson, Supervisor being a quorum of the Board.

Board members not in attendance: Pete Woll, Vice-Chairman. Absence is excused.

Also in attendance were: Lori Curtis, Associate Supervisor; Valerie Kurth, Cynthia Ingelfinger and Ginger Kauffman, FCD staff; Angel Rosario, NRCS; Don Murray.

MINUTES

Dean Sirucek made a motion "to approve the minutes of the November 14, 2016, 310-Stream Permit meeting as presented." Verdell Jackson seconded. Motion carried unanimously.

CORRESPONDENCE

1. Email: Flathead Audubon's newsletter *Pileated Post*, www.flatheadaudubon.org
2. Email: NACD newsletter *NACD eResource*, www.nacdnet.org

FINANCIAL

The following bills were reviewed:

1. CenturyLink \$262.69
2. Helena Flats School District #15 \$9442.00
3. Lake County Conservation District \$500.00
4. MontanaSky Networks \$20.00
5. VISA \$1249.00

Dean Sirucek made a motion "to approve the bills as presented." John Ellis seconded. Motion carried unanimously.

PUBLIC COMMENT

No one was present to comment on items not on the agenda.



NEW BUSINESS

HEARING OFFICER APPOINTMENT & DATES:

Discussion held. John Ellis made a motion "that the Flathead Conservation District accept jurisdiction over the petition for declaratory ruling filed by the law firm of Hammer, Quinn & Shaw, PLLC, on behalf of David & Jaqueline Stalowys." Dean Sirucek seconded. Motion carried unanimously.

Discussion held. John Ellis made a motion "the Flathead Conservation District determines that the issues raised in the petition of David & Jaqueline Stalowys are a matter of significant public interest in the Bear Creek drainage." Dean Sirucek seconded. Motion carried unanimously.

Discussion held. John Ellis made a motion "to appoint J. Robert Flesher as the hearing officer in the petition filed by the Stalowys concerning Bear Creek; that the Chairman sign the form provided to the district that indicates he will be the hearing officer, and that the matter is of significant public interest." Camisha Sawtelle seconded. Motion carried unanimously.

Verdell Jackson made a motion "to add supervisor compensation regarding the Stalowys issue to the December 310-meeting agenda." Dean Sirucek seconded. Motion carried unanimously.

Discussion held regarding the hearing process.

MEDICAL INSURANCE: Discussion held. Mark Sideirus made a motion "to approve the BCBS G911 plan for Valerie Kurth & Cynthia Ingelfinger, and the BCBS G910 plan for Ginger Kauffman." John Ellis seconded. Motion carried unanimously.

CREDIT CARD AUTHORIZATION: Discussion held. Camisha Sawtelle made a motion "to add Cynthia Ingelfinger to the district credit card and re-allocate the credit line as follows: Valerie Kurth \$5000.00, Cynthia Ingelfinger \$2000.00, Pete Woll \$2500.00, Ronald Buentemeier \$500.00." John Ellis seconded. Motion carried unanimously.

TEMPORARY EMPLOYEE - WATERSHED RESTORATION PLAN (WRP): Discussion held. Dean Sirucek made a motion "the FCD offer Sarah Bowman a temporary position at a rate of \$20 per hour, not to exceed 100 hours within a 90 day period to finalize the WRP." Camisha Sawtelle seconded. Motion carried unanimously.

WATERSHED MGMT PROGRAM GR #WMG-16-0001: Discussion held. Dean Sirucek made a motion "to approve the invoice for the Watershed Restoration Planning grant #WMG-16-0001 in the amount of \$500." John Ellis seconded. Motion carried unanimously.

COST SHARE PAYMENT: Discussion held. John Ellis made a motion "to approve payment to Raymond Riel in the amount of \$902.81 for Cost Share contract #FCD 2015-005." Dean Sirucek seconded. Motion carried unanimously. Check #16048 \$902.81 was signed by the board.



FLATHEAD BEACON CONTRACT: Discussion held. Camisha Sawtelle made a motion “to approve the Flathead Beacon advertising contract for January 1, 2017–December 31, 2017 in the amount of \$6336.00, and for Cynthia Ingelfinger and Valerie Kurth to explore alternate advertising with the Flathead Beacon.” Dean Sirucek seconded. Motion carried unanimously.

BOARD REPRESENTATIVES: Discussion held. John Ellis made a motion “to re-appoint Verdell Jackson as the Flathead Conservation District representative on the Clark Fork Basin Task Force, and Ronald Buentemeier as the alternate.” Dean Sirucek seconded. Motion carried unanimously.

Dean Sirucek made a motion “to have Valerie Kurth write a letter to the City of Whitefish, regarding the re-appointment of John Ellis and potential appointment of Lori Curtis to replace Camisha Sawtelle to the FCD board. We would suggest continuing to have representation on the Whitefish Planning Board.” Mark Siderius seconded. Motion carried unanimously.

BUDGET: The October End of Month report was reviewed with the board. Discussion held. Mark Siderius made a motion “to approve the October End of Month budget report.” John Ellis seconded. Motion carried unanimously.

REPORTS

NRCS REPORT: Angél Rosario reported:

EQIP (Environmental Quality Incentive Program)

- Follow-Up visits, Practice Certifications, and Payments

CSP (Conservation Stewardship Program)

- 2017 Sign-Up is under way
- Annual payments

CTA (Conservation Technical Assistance)

- Snow Ghost Ranch

Other

- Montana Organic Association Conference
- Soil Health Workshops
- Northwestern Agricultural Research Center –Crop Production Update
- New River Steward – Tiffany Martin



STAFF REPORT: Valerie Kurth reported:

District Office and Outreach

1. Cynthia Ingelfinger started working in the position of Assistant Conservationist on November 1st. We have been busy getting her acquainted with the office and training her on 310 permits and programs. She has already held several introductory meetings with various partner organizations including the River Steward Team, Flathead County Weed District, USFS, MT Department of Agriculture, Project Learning Tree, Flathead Audubon and Whitefish Lake Institute.
2. November advertisements: 310-law and seedling program.
3. We continue to facilitate communication among DNRC, FWP, DEQ, Don MacIntyre, Caitlin Overland, and the representatives for the landowner and the complainants in regard to the Stalowy 310.
4. Valerie attended the Montana Watershed Coordination Council Symposium October 24-26th in Billings. This symposium brings together people from many different agencies and organizations who work on watersheds, so it was an excellent opportunity to learn about and discuss the various facets of watershed work. She especially enjoyed the sessions on grant management, using infographics effectively, running effective meetings, and water law.
5. Valerie attended the North Shore Nordic Club 310 onsite with near Jewel Basin on October 27th.
6. Valerie attended the Montana Association of Conservation Districts 2016 Convention in Sidney (November 14-18th). MACD passed the resolutions to support conservation district water reservations, infrastructure, coal bed methane (Protection Act and continued funding), and pollinator outreach and education. Valerie attended breakout sessions on invasive species, conservation district law, and a legislative preview, as well as a bus tour that included the confluence of the Missouri and Yellowstone Rivers and infrastructure related to the oil boom in North Dakota.
7. Cynthia attended the Flathead Basin Commission meeting on November 16th.
8. Cynthia has made contact with all of the college counselors at Whitefish, Glacier, Kalispell, Columbia Falls and Big Fork concerning our college scholarship program.
9. Cynthia has reviewed the suggested website edits from the Assistant Conservationist applications and has consolidated and edited them into a plan for positive website improvements.
10. Cynthia met with Andrew Westlund from the Flathead Beacon about our ads program.

Flathead County Weed Management Plan Update: We met with Jed Fisher and Pete Woll on November 9th to discuss a strategy for updating the Flathead County Weed District's Weed Management plan. Jed reviewed the background on why he thinks an updated plan is necessary, and we discussed strategies for involving other agencies. We will be contacting the other partners via phone in the coming weeks, and we plan to hold a meeting sometime in December.

Haskill Basin Watershed Council (HBWC): HBWC met on November 9th. The group discussed the process of selecting a qualified engineer to do the analysis and design for the culvert replacement project, and I will be contacting possible engineers in the next few days.



Legislative Breakfast: We contacted all of the 2017 incoming legislators from Flathead County by phone and letter to invite them to the FCD legislative breakfast. Ten legislators have confirmed they will attend, and five additional guests from partner agencies (DNRC, MACD, and NRCS) are also planning to come. We are working on informational handouts for the legislators.

River Steward/River to Lake Initiative: The River Steward partners met on November 9th to discuss this year's accomplishments and set goals for next year.

Seedling Program: We have received numerous inquiries about the program and have processed 6 orders so far.

Watershed Restoration Plan (WRP): Sarah Bowman solicited feedback on the draft WRP from various stakeholders, including representatives from DEQ, SWCDM, and Dean Sirucek from FCD. She is currently incorporating these edits and suggestions into the final document, which we anticipate submitting by the end of December. I conducted Sarah's end of term evaluation on November 3rd, and her final day as a BSWC member was November 18th. We drafted the final report for the Watershed Management Program grant, which provided funding for the Big Sky Watershed Corps (BSWC) host site fee, and we will submit it with the final invoice.

HASKILL BASIN WATERSHED COUNCIL (HBWC): Camisha Sawtelle reported the HBWC will take responsibility for choosing the engineer for the Haskill Basin culvert replacement. The next meeting is January 11th.

SOURCEBOOK CURRICULUM PROJECT: Lori Curtis reported on the Community of Resource Educator's (CORE) Watershed Education Committee Sourcebook Curriculum Development Project:

- I. FLATHEAD WATERSHED SOURCEBOOK – SECOND EDITION
 - a. The Flathead Watershed Sourcebook second edition is fully funded. Whitefish Lake Institute (WLI) will invoice the FCD for the final amount committed. Layout work on the second edition will begin in early December with a goal of getting files to the printer before the end of the month.
- II. EDUCATORS' GUIDE
 - a. Valerie Kurth & Lori are working on plans for outreach to teachers to familiarize them with the Educators' Guide, and are seeking help with further editing of the Guide.

FLATHEAD BASIN COMMISSION REPORT: Dean Sirucek reported the November 16th meeting included discussion on research direction of Flathead Lake Biological Station, funding shortfalls, legislative issues, and detecting mussels in Tiber Reservoir.



FLATHEAD COUNTY PLANNING BOARD: Dean Sirucek reported the meeting included discussion regarding three small zone changes and Whitefish River Trail Phase 2-5, which all moved forward to the county commissioners with a positive review, and review of a proposed subdivision on Mennonite Church Road.

MACD REPORT: No report.

WHITEFISH CITY PLANNING BOARD: John Ellis reported the meeting included discussion regarding a subdivision off Colorado Avenue, the revised bike plan, and the Hwy 93 South Whitefish Corridor Plan. The latter two were passed on to the City Council. The next meeting has been moved to Monday, December 12th.

FLATHEAD RIVER COMMISSION (FRC): Mark Siderius reported only one letter of interest was received regarding FRC board membership. Three members will be going off the board. Letters were sent out regarding funding to upgrade the stream gage at Foy's Bend.

CLARK FORK TASK FORCE (CFTF): Verdell Jackson reported the CFTF Executive Committee will hold a phone conference in January.

MATTERS OF THE BOARD/STAFF

- Legislative Breakfast
- SWCDM office space & Wi-Fi
- Work Plan meeting

The next 310-Stream Permit meeting is scheduled for Monday, December 12, 2016, 7:00 P.M. in the conference room of the USDA building at 133 Interstate Lane, Kalispell, MT.

ADJOURNMENT: Dean Sirucek made a motion "to adjourn." Camisha Sawtelle seconded. Motion carried unanimously. As there was no further business, the meeting was adjourned at 9:32 P.M.

Submitted By: Ginger Kauffman, Administrator

Minutes approved by FCD Board motion made on:

<u>12/12/2016</u>	<u>Ronald Buentemeier</u>	<u>Chairman</u>
<i>(Date)</i>	<i>(Signature)</i>	<i>(Title - Chairman, Vice-Chairman, etc.)</i>

